

## **ARKANSAS PUBLIC GRAIN WAREHOUSE NEW APPLICANT REQUIREMENTS**

1. A completed application for license to operate a public grain warehouse. New application must be accompanied with a one hundred fifty dollar fee (\$150.00). Renewal fee of license will be based on capacity. Renewal date is June 30 of each year.
2. An insurance agent must complete and return to this office a Certificate of Insurance on Stored Grain (Form GW-4). Grain must be insured for its full market value.
3. A Certified Financial Statement must be submitted. The financial statement must have a closing date within the last 6 months.
4. The Certificate of Fact (GW-3) must be completed and returned. This form must be signed by an authorized person and must be signed and stamped by a notary.
5. The Schedule of Charges for Storing and Handling Grain (GW-5) must be complete. After approval, the Schedule will be returned to you for posting.
6. Document samples must be approved prior to printing. Once approved, a voided, #1, triplicate original of your scale ticket, purchase contract(s), and a daily position record must be sent to this office to be kept on file.
7. Enclosed are a Bond Form (GW-6), Letter of Credit Form (GW-10), and Certificate of Deposit (Form GW-10C). Hold these forms until a surety amount has been determined. Minimum surety required is \$20,000.00.
8. A corporate charter must be submitted if your operation is a corporation.